



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Destruction of Certain Records Retained by the City Attorney's Department

MEETING DATE: October 19, 1994

PREPARED BY: City Attorney


RECOMMENDED ACTION: That the City Council grant permission to destroy certain records listed below in excess of three (3) years of age.

BACKGROUND INFORMATION: In the interest of conserving storage space and eliminating obsolete files prior to the move to the Carnegie Forum Basement, the City Attorney's office requests to destroy certain records in excess of three (3) years of age as follows:

1. Five cartons of obsolete City Attorney's files which include:
 - 2 cartons - Closed Litigation Files 1991 & Prior
 - 1 carton - Miscellaneous Memoranda & Correspondence 1991 & Prior
 - 1 carton - Municipal Code Violations/Travel Claims/Smoking Ordinance Material 1983 - 1990
 - 1 carton - Claims by and Against the City of Lodi 1984 - 1989

FUNDING: None required.

Respectfully submitted,


Bob W. McNatt
City Attorney

BM:pn

CCCTYATY.RCD/TXTA.01V

APPROVED _____

THOMAS A. PETERSON
City Manager



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RESOLUTION NO. 94-124

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE CITY ATTORNEY'S DEPARTMENT

WHEREAS, in accordance with Government Code Section 34090, the City Attorney has filed his written consent to the destruction of certain records retained by the City Attorney's Department, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof;

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Dated: October 19, 1994

I hereby certify that Resolution No. 94-124 was passed and adopted by the Lodi City Council in a regular meeting held October 19, 1994 by the following vote:

Ayes: Council Members - Mann, Pennino, Snider and
Sieglock (Mayor)

Noes: Council Members - None

Absent: Council Members - Davenport


Jennifer M. Perrin
City Clerk

EXHIBIT A

INVENTORY OF CERTAIN RECORDS RETAINED BY THE LODI POLICE DEPARTMENT
REQUESTED TO BE DESTROYED PURSUANT TO GOVERNMENT CODE SECTION 34090

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- 1.) 2 Cartons - Closed Litigation Files 1991 & Prior
- 1 Carton - Miscellaneous Memoranda & Correspondence 1991 & Prior
 - 1 Carton - Municipal Code Violations/Travel Claims/Smoking
Ordinance Material 1983 - 1990
 - 1 Carton - Claims by and Against the City of Lodi 1984 - 1989

Dated: Oct 13, 1994

Bob W. McNatt
Bob W. McNatt
City Attorney

APPROVED FOR DESTRUCTION

Bob W. McNatt
BOB W. McNATT
City Attorney
City of Lodi

Dated: Oct 13, 1994